

DYNAMAC
CORPORATION
Environmental Services

West Lake Landfill *occ 1*

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Suite 701
Mission, Kansas 66202
Telephone: (913) 831-0400
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FOIA Exemption 4

Site: <i>West Lake Landfill</i>
ID# <i>MAD079900932</i>
Break: <i>22.7</i> <i>du#1</i>
Other: <i>ESS C07023</i>
<i>7-21-98</i>

0714

July 21, 1998

Mr. Ron Stewart
U. S. Environmental Protection Agency
Region 7
726 Minnesota Avenue (PLMG/COMO)
Kansas City, Kansas 66101

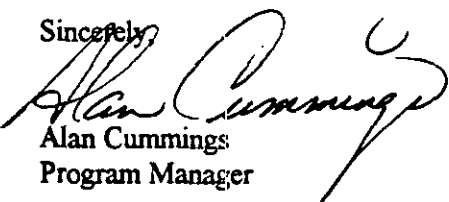
re: Contract No. 68-W4-0039
Work Assignment C07023
Closeout Report

Dear Mr. Stewart:

I have attached the closeout report for the West Lake Landfill ADR work assignment (C07023) that has been prepared in the format specified in the ESS VII contract. The report was delayed until all consultant invoices and expenses were received and processed by Dynamac. All costs incurred for this work assignment are included in the report with the exception of the LOE necessary to complete the report and to file all of the documents associated with this work assignment. These costs will be included in the July Monthly Status Report.

Unless otherwise directed, Dynamac will discontinue monthly reports for this work assignment following the July reporting period.

Sincerely,


Alan Cummings
Program Manager

cc: Dianna Whitaker, EPA WAM
Laurence Rose, Dynamac Contracts Manager
File



40045881
SUPERFUND RECORDS

**REGION VII ESS CONTRACT CLOSEOUT REPORT
WORK ASSIGNMENT NARRATIVE**

Period of Performance: 03/06/97 - 04/30/98

Work Assignment Number: C07023

Site Name: West Lake Landfill

WA Activity: Alternative Dispute Resolution

EPA Work Assignment Managers/Dates: Steve Kinser, 03/06/98 - 01/16/98
Dianna Whitaker, 01/16/98 - 04/30/98

EPA Project Officer: Ron Stewart (PO/CO)

Contractor Project Managers/Dates: Alan Cummings, Term of Work Assignment

% Funds Expended: 76%

1.0 Description of Work Performed

Work performed for this work assignment included the following tasks:

- Task 1 - Project Management
- Task 2 - Work Plan/Cost Estimate
- Task 3 - Contract Required Key Reports
- Task 4 - Closeout Activities
- Task 5 - Arbitrator Selection
- Task 6 - Arbitration Convening Activities
- Task 7 - Mediation Support

March 1997 - Dynamac attended a technical scoping meeting with the EPA WAM and CO on March 6. Pursuant to the project SOW and technical direction obtained during the scoping meeting, Dynamac was directed to locate and obtain the services of an experienced environmental arbitrator to participate in voluntary allocation activities between West Lake Landfill PRPs, with EPA representing an orphan share. Dynamac was directed to obtain an arbitrator and oversee arbitrator invoices, but not participate in technical activities associated with the allocation process. Dynamac initiated work on the project work plan and cost estimate and completed conflict of interest (COI) checks and certifications. Pursuant to Task 5 requirements, Dynamac prepared a list of alternative dispute resolution (ADR) firms to receive statements of work pertaining to the ADR work assignment and solicitations to bid from Dynamac. Dynamac contacted counsel for each PRP to advise them that the voluntary allocation process was underway.

April 1997 - Dynamac completed and submitted a work plan and cost estimate to EPA on April 9, and submitted a revised cost estimate on April 18. Dynamac

participated in two meetings with EPA to provide current project progress information. Dynamac prepared the arbitrator solicitation, developed arbitrator evaluation criteria for selection, and selected a proposal review team. Solicitations were Federal Expressed to ADR firms on April 10, with a proposal due date at Dynamac of April 24. Dynamac issued 14 RFPs, and received two proposals by close of business on April 24. Dynamac could not process the proposals immediately because of the unanticipated absence of a selection team member.

- May 1997 - Dynamac completed the arbitrator proposal review and selected an arbitrator candidate. Dynamac prepared and submitted a Request for Consent to enter into a consultant agreement with the arbitrator, and submitted the request to EPA on May 22.
- June 1997 - Dynamac prepared and submitted a cost estimate to EPA on May 31 that contained an estimate of convening activity costs based on the rates contained in the arbitrator's proposal. Dynamac received approval from EPA for the Request for Consent submitted in May.
- July 1997 - Dynamac completed transmission of site background information to the JAMS-Endispute arbitrator on July 25. The arbitrator indicated a readiness to proceed with voluntary allocation activities on July 28. Dynamac processed a consultant invoice for the selection process.
- August 1997 - Dynamac participated in a telephone briefing in which the arbitrator was updated on the disposition of the site and provided a brief background on each PRP participating in the allocation process.
- Sept 1997 - Dynamac contacted the arbitrator to provide additional information about contract activities and to obtain specific information pertaining to the arbitrator's first invoice. Dynamac contacted EPA to confirm the arbitrator's activities during this time period prior to approving the invoice.
- Oct 1997 - Dynamac contacted the arbitrator to obtain specific information pertaining to the arbitrator's invoice, and confirmed the information with EPA prior to approving the invoice for payment.
- Nov 1997 - Dynamac received information from the WAM indicating that the work assignment would be closed at the completion of convening activities, and future activities would be conducted by a DOJ arbitrator.
- Dec 1997 - Dynamac processed and approved arbitrator invoices, and notified EPA that 90% of the authorized arbitrator had been expended following the processing of the invoices. Dynamac contacted the arbitrator and advised that the cost ceiling could not be exceeded without EPA approval. Dynamac received Amendment No. 2 directing Dynamac to initiate closeout activities. Dynamac was contacted by EPA and advised that additional convening activities would be necessary in February 1998, and that the work assignment would be

opened again to complete these activities.

- Jan 1998 - Dynamac received authorization to reopen the work assignment and additional LOE and funds for the arbitrator to complete convening activities. Dynamac notified the arbitrator that further technical activities were authorized and approval was granted to resume technical activities.
- Feb 1998 - Dynamac processed arbitrator invoices and audited the work assignment to ensure that reported costs were accurate.
- March 1998 - Dynamac processed arbitrator invoices.
- April 1998 - Dynamac received direction from EPA to initiate closeout activities for this work assignment, and notified the arbitrator to complete work and forward all additional invoices for processing.
- May 1998 - Dynamac waited for final arbitrator invoices to complete the work assignment closeout.
- June 1998 - Dynamac received the final invoice for arbitrator expenses associated with February convening activities.
- July 1998 - Dynamac completed the project closeout report for all costs incurred for this work assignment with the exception of LOE used to complete the final report. Dynamac submitted the closeout report to EPA on July 21.

2.0 Deliverables

Date	Deliverable
04/09/97	Work Plan/Cost Estimate
04/15/97	Monthly Status Report
04/18/97	Revised Cost Estimate
05/15/97	Monthly Status Report
05/22/97	Request for Consent for arbitrator consultant agreement
05/31/97	Arbitrator Cost Estimate
06/15/97	Monthly Status Report
07/15/97	Monthly Status Report
08/15/97	Monthly Status Report
09/22/97	Monthly Status Report
10/15/97	Monthly Status Report
11/17/97	Monthly Status Report
12/22/97	Monthly Status Report
01/16/98	Monthly Status Report
02/17/98	Monthly Status Report
03/16/98	Monthly Status Report
04/17/98	Monthly Status Report
05/20/98	Monthly Status Report
06/15/98	Monthly Status Report
07/15/98	Monthly Status Report
07/21/98	Closeout Report

3.0 Subcontracting

Redacted

4.0 Work Assignment Budget

Approved Work Plan Budget 160 LOE \$32,023.00

Final Expenditure 148.3 LOE \$24,298.53

(NOTE: This does not include LOE charged to Task 4 to prepare the closeout report.)

5.0 Work Assignment History

Amendment No. 1, 10/13/97, Approve work plan and cost estimate.

Amendment No. 2, 12/19/97, Close work assignment.

Amendment No. 3, 01/16/98, Change EPA WAM and reopen work assignment.

Amendment No. 4, 01/26/98, Increase approved work plan budget.

Amendment No. 5, 04/18/98, Close work assignment.

REMEDIAL PLANNING
 SUMMARY OF DIRECT LABOR
 CONTRACT NO. 68-W9-0032
 REPORT FOR MONTH OF JULY 1996
 WEST LAKE LANDFILL RI/FS OS
 WORK ASSIGNMENT NO. 23-7P14
 TABLE 12

COMPANY	CONTRACT TYPE OF EFFORT	LABOR CATEGORY	CURRENT MONTH PERFORMANCE				CUMULATIVE TO DATE PERFORMANCE			
			REGULAR HOURS	OVERTIME HOURS	TOTAL HOURS	TOTAL PAY	REGULAR HOURS	OVERTIME HOURS	TOTAL HOURS	TOTAL PAY

SVERDRUP

P-4
 P-3
 P-2
 P-1
 T-2
 T-1
 CLERICAL

SUBTOTAL

LATA

P-4
 P-3
 P-2
 P-1
 T-2
 T-1
 CLERICAL

SUBTOTAL

CDM

P-4
 P-3
 P-2
 P-1
 T-2
 T-1
 CLERICAL

SUBTOTAL

LIFE SYSTEMS

P-4
 P-3
 P-2
 P-1
 T-2
 T-1
 CLERICAL

SUBTOTAL

Redacted

REMEDIAL PLANNING
SUMMARY OF DIRECT LABOR
CONTRACT NO. 68-W9-0032
REPORT FOR MONTH OF JULY 1996
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TOTAL

P-4
P-3
P-2
P-1
T-2
T-1
CLERICAL

TOTAL

Redacted

COST ELEMENTS	CURRENT WORK PLAN BUDGET		AMOUNT INVOICED CURRENT MONTH		AMOUNT INVOICED CUMULATIVE	
	LOE	AMOUNT	LOE	AMOUNT	LOE	AMOUNT

Sverdrup
Sverdrup Total
Base Fee
Award Fee - Phase I
Award Fee - Phase II

Team Subcontractors
CDM
LATA
Life Systems, Inc.
Prime Mgmt. Base Fee
Award Fee - Phase I
Award Fee - Phase II

Special Sub. Pool
Prime Mgmt. Base Fee
Award Fee - Phase I
Award Fee - Phase II

TOTAL LOE
TOTAL AMOUNT

Redacted

CURRENT EXPENDITURE LIMIT

1,524.0 125,000

REMAINING BALANCE (LOE & DOLLARS)

290.1 26,516

PERCENT COMPLETE (PER CURRENT EXPENDITURE LIMIT DOLLARS)

78.79%

TOTAL FUNDING (PER CURRENT WAF)

147,000

Represents maximum fee available.

REMEDIAL COSTS - WEST LAKE LANDFILL

R/FS OS

WORK ASSIGNMENT NO. 23-7P14

OTHER DIRECT COSTS

	QUANTITY	UNIT COST	TOTAL
REPRODUCTION (Photos)			
WORD PROCESSING			
MAIL\COURIER\FREIGHT	3		
CADD TIME			
MICRO COMPUTER TIME			
TELEPHONE			
TOTAL			\$0.00

POLLUTION INSURANCE \$0.00

LAB SAMPLES

	QUANTITY	UNIT PRICE	TOTAL
1 NONE			\$0.00
TOTAL			\$0.00

ITEM	BASE	RATE	TOTAL
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OVERHEAD

COST OF MONEY

GENERAL & ADMIN EXPENSES

BASE FEE TOTAL

POLLUTION INSURANCE FEE

BASE FEE ON TEAM SUBS

BASE FEE ON SPECIAL SUBS

TEAM SUBCONTRACTORS C

Redacted

CUMULATIVE COSTS - WEST LAKE LANDFILL

RI/FS OS

WORK ASSIGNMENT NO. 23-7P14

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LIFE SYSTEMS, INC.

	CURRENT	BIANNUAL	CY	CY	TOTAL
	MONTH	CUM	CUM	CUM	CUM
DESCRIPTION	(JULY)	(JULY)	1996	89/95	

1. DIRECT LABOR
 - a. DOLLARS
 - b. LOE
2. TRAVEL COSTS
3. RELOCATION
4. DIRECT MATL. & EQUIP.
5. OTHER DIRECT COSTS
6. OVERHEAD
7. COST OF MONEY
8. GEN. & ADMIN COSTS
9. TEAM SUBCONTRACT COST
10. POLLUTION LIA. INSUR.
11. LAB SAMPLES
12. SPECIAL SUB POOL
13. FIXED FEE

Redacted

14. TOTAL AMOUNT CLAIMED
15. PREVIOUSLY REIMBURSED
16. PREVIOUSLY DISALLOWED
17. RESUBMISSION OF COSTS
PREVIOUSLY DISALLOWED

18. TOTAL OUTSTANDING

Redacted

19. TOTAL AUTHORIZED
EXPENDITURE LIMIT
 - a. DOLLARS
 - b. LOE

20. TOTAL AMOUNT CLAIMED
 - a. DOLLARS
 - b. LOE

21. BALANCE
 - a. DOLLARS
 - b. LOE

CUMULATIVE COSTS - WEST LAKE LANDFILL

RI/FS OS

WORK ASSIGNMENT NO. 23-7P14

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LOS ALAMOS TECHNICAL ASSOCIATES

	CURRENT MONTH	BIANNUAL CUM	CY CUM	CY CUM	TOTAL CUM
DESCRIPTION	(JULY)	(JULY)	1996	89/95	

1. DIRECT LABOR
 - a. DOLLARS
 - b. LOE
2. TRAVEL COSTS
3. RELOCATION
4. DIRECT MATL. & EQUIP.
5. OTHER DIRECT COSTS
6. OVERHEAD
7. COST OF MONEY
8. GEN. & ADMIN COSTS
9. TEAM SUBCONTRACT COS
10. POLLUTION LIA. INSUR.
11. LAB SAMPLES
12. SPECIAL SUB POOL
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14. TOTAL AMOUNT CLAIMED
15. PREVIOUSLY REIMBURSE
16. PREVIOUSLY DISALLOWED
17. RESUBMISSION OF COSTS
PREVIOUSLY DISALLOWED

18. TOTAL OUTSTANDING

19. TOTAL AUTHORIZED
EXPENDITURE LIMIT
 - a. DOLLARS
 - b. LOE

20. TOTAL AMOUNT CLAIMED
 - a. DOLLARS
 - b. LOE

21. BALANCE
 - a. DOLLARS
 - b. LOE

Redacted